



DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY MEDICAL DEPARTMENT ACTIVITY
2480 LLEWELLYN AVENUE
FORT GEORGE G. MEADE, MARYLAND 20755-5800

REPLY
ATTENTION OF

3 September 2002

POLICY STATEMENT NO. 23

COMMAND-DIRECTED TEMPORARY DUTY (TDY)

1. At Kimbrough Ambulatory Care Center (KACC), Command-directed TDY is defined as TDY that was not budgeted for in the program year and directed from the chain of command. Travel that is required from year to year and has been executed from budget funds already programmed and executed on a yearly basis is historically in the base budget and does not qualify for additional Command-directed TDY funds.
2. Individuals who feel that TDY requirements are above and beyond their budget programs should request Command-directed TDY funds. Such requests will be submitted through the Chief, Business Division to the Deputy Commander for Administration, who has been delegated approval authority for requests originating at KACC. Approved requests will be forwarded to Resource Management Branch to be funded with Command-directed TDY funds.
3. If a TDY occurs on a regular basis, year to year, its cost should be identified in the department's or division's annual budget proposal to become part of the department's or division's base budget.

//Original Signed By//
JOAN P. EITZEN
COL, AN
Commanding

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